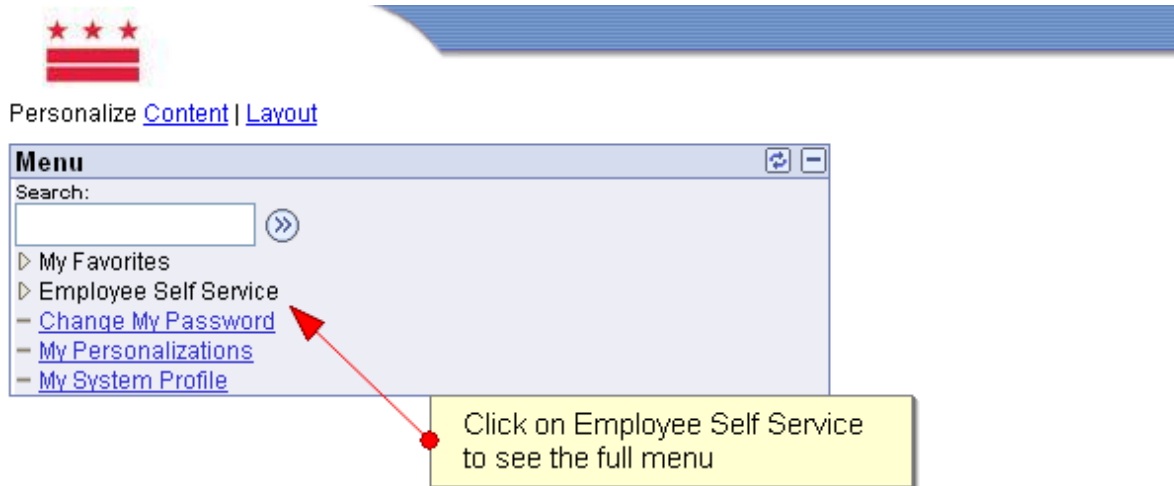
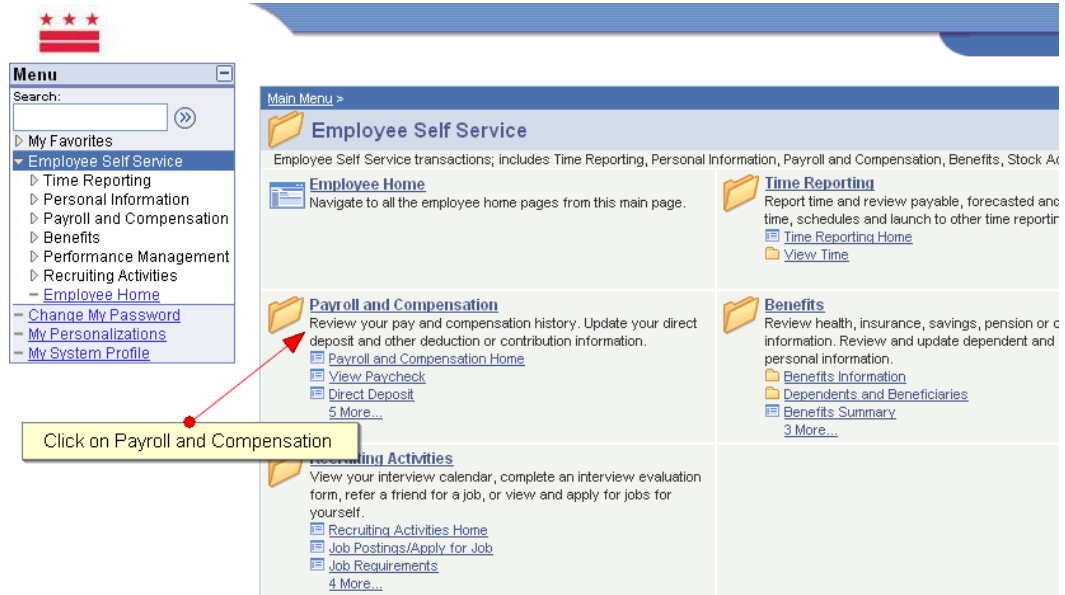


HOW TO VIEW YOUR PAYCHECK THROUGH EMPLOYEE SELF SERVICE

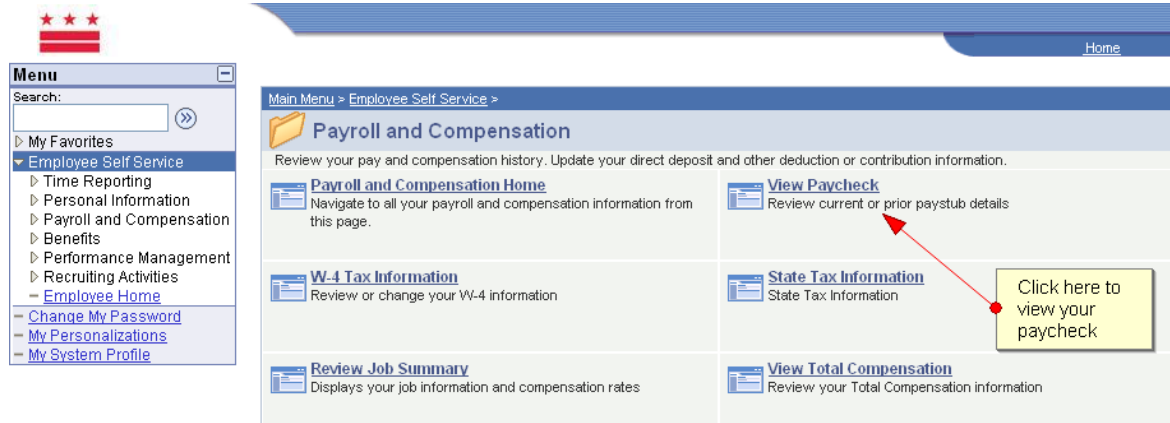
1. Access Employee Self Service through this site: <https://pshcm.dc.gov/>
2. Enter your username and password:
 - a. Recently DCPS sent you a letter containing your Employee Self Service username. If you have not received your letter and do not know your username please call (202) 442-4090.
 - b. Your password will be the second part of your username and the last four digits of your social security number. After you log in for the first time you will be asked to change your password.
3. Click on “Employee Self Service” in the upper left of your screen to see the full ESS menu.



4. Click on “Payroll and Compensation” to see the Payroll and Compensation menu.



5. Click on “View Paycheck.”



If you experience difficulty logging into the system, please contact the ASMP Helpdesk at 202-727-8700 for technical assistance.

If you require HR assistance, please contact the Office of Human Resources at 202-442-4090.